

**Countryhouse Service Group V
Management Report
February 19– March 18, 2025**

Financials

Monthly financials will be shared by the Finance Manager, with the Treasurer by the 10th of each month, the Treasurer will approve and then share with the full board.

Letters have been sent to accounts more than 120 days past due. If those homeowners have not paid by March 26, 2025, the account will be turned over for collection and the member will be responsible for all collection costs.

Landscaping

Ruppert Landscaping began servicing Countryhouse on January 1, 2025. Ruppert sends pre-notifications and property service reports to Bonnie, Keith and Michelle.

Mill House asked Ruppert to provide a proposal focusing on mulch mowing where possible and blowing where it's not. This work is to be done in the backs and sides of homes, excluding the Beechmast closes.

MHP also asked Ruppert for two proposals for mulch. Option 1 includes mulch applied to planted beds in front of homes and in common areas only. Option 2 asks Ruppert to base the proposal on their expertise and where they think mulch should be applied.

Work Orders

During the period of February 19 through March 18, Mill House opened 17 work orders. Landscaping requests are now being tracked through the work order system in Appfolio. A work order report is attached.

Community Wide Work

Mill House contacted Tarheel Basement several times to ask them if they could replace the apron and fill the crack in the foundation of the 388 Lyndfield garage. Since we never heard back from them, Mill House asked for proposals from other vendors. CTI, Blalock Paving and Pinam Construction will provide proposals.

Davey Tree has completed the tree project. They are waiting for board approval for the work at 383 Lyndfield and 363 Linden. Tony is scheduling a work through with Davey to confirm all work is done.

A board approval was created for the work that needs to be done at 312 Baneberry due to water infiltration. The board approved the proposal from JCNJC. JCNJC has ordered the transom windows. The owner has already replaced the operable windows.




MHP received estimates from Reserve Advisors and Giles Flythe to conduct a reserve study. The estimate from Reserve Advisors is \$6750 and the estimate from Giles Flythe is \$3700. A board approval has been created. The Finance Committee recommends going with the Giles Flythe proposal for \$3700.

MHP and the Finance Committee are working on getting estimates for an audit. Buffalo Finance (formerly CW Dunn) has a \$10,000 minimum.



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Based on advice from the Countryhouse attorney, the architectural committee approved the lift at 483 Beechmast. A board approval has been created.

NC Drainage plans to start the drainage project on March 24. Mill House sent an email to all residents including the map of all drains. NC Drainage will start in Wintercrest West and go up Village Way and then come down Village Way to all closes.

Michelle conducted an Appfolio training and invited all board members, committee chairs and close reps to the zoom meeting. Michelle will conduct the training again for all homeowners at the March 18 community board meeting.

Mill House Properties is located at 1720 East Franklin Street, Chapel Hill, NC 27514

Office Hours: Monday - Friday 9:00am - 5:00pm and Friday 9:00am - 1:00pm

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